



Department of Development Services – West Region
JOB OPPORTUNITY
DEVELOPMENTAL SERVICES WORKER 2
ELLA GRASSO CENTER - STRATFORD

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: **DDS EMPLOYEES ONLY**

Position: Developmental Services Worker 2 – (Full-time 70 hours bi-weekly)

Location: Ella Grasso Center – Unit B - Stratford

Job Posting No: 018322

Hours: 3rd Shift
Week 1: - Friday, Saturday, Tuesday, Wednesday 10:15pm – 6:00am; Sunday 10:15pm – 6:15am; Regular Days Off Monday, Thursday
Week 2: - Saturday, Sunday, Wednesday, Thursday 10:15pm – 6:00am; Regular Days Off Friday, Monday, Tuesday

Salary: \$1,584.87 – \$2,134.76/Bi-weekly

Closing Date: January 26, 2015

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status in the class may apply for lateral transfer. Those candidates appearing on Layoff or SEBAC lists must be given first consideration.

Examples of Duties: Duties consistent with the Developmental Services Worker 2 job specification. Assigns work and assists in evaluating staff performance, assists in development of policies, programs and operational procedures; directs implementation of these policies, programs and procedures in accordance with state and federal regulations and needs of consumers; arranges for fire drills and safety inspections; supervises staff by directing and advising them on work, reviewing reports and conferring with them on daily operational, disciplinary and special problems; arranges for and coordinates provision of appropriate supportive care services such as housekeeping, dietary, maintenance and laundry; secures and distributes supplies and equipment for teaching strategies and consumers personal needs; arranges for consumer transportation; monitors consumer fund spending; assists in developing responses to surveys and inspections; coordinates, evaluates and may participate in residential care program within the program including assisting consumers with personal care as needed and treatment of consumers; may provide orientation and in-service training to subordinate staff; may complete and review for accuracy a variety of reports, notes, logs and requisitions, etc.; may design and write residential living programs; may attend interdisciplinary team and administrative meetings; may coordinate community support services for consumer. May administer first aid in emergency situations; performs related duties as required. This position may provide supervision to the Ella Grasso Center Unit D staff. Ensures that DDS Policies, West Region protocols, individual levels of supervision, individualized programs and guidelines are being implemented on a regular basis. Ensures all staff is in compliance with work rules and other related duties as needed. Must be flexible to meet the needs of individuals residing at Ella Grasso Center.

Knowledge, Skills and Abilities: Knowledge of fundamentals of hygiene and physical training; knowledge of safety, fire and first aid procedures; basic knowledge of interdisciplinary process for development of consumer programs; considerable interpersonal skills; basic oral and written communication skills; skill in behavior management of consumers; ability to recognize and report behavioral change; ability to develop a positive relationship with consumers; ability to lead and participate in recreational and occupational activities; ability to follow oral and written instruction.

General Experience: One (1) year of experience in the care and supervision of individuals with intellectual or developmental disabilities at the level of a Developmental Services Worker 1 (or equivalent experience in a human service field).

Special Requirements: Incumbents in this class may be required to be bilingual or fluent in American Sign Language. Must possess and retain a valid Connecticut Motor Vehicle Operator's license, Public Passenger Endorsement or Commercial Driver's license for designated positions.

Applicants must be current in all DDS required training. Applicants must possess or be able to obtain Medication Administration Certification and/or CPR certification. proficiency with computer programs such as excel, word and access required

Physical Requirements: Incumbents in this class must possess physical and emotional health for efficient performance of duties; a physical examination may be required.

Working Conditions: Incumbents in this class may be required to lift and restrain consumers; may have significant exposure to communicable and/or infectious diseases and to risk of injury from assaultive and/or abusive consumers and may be exposed to strongly disagreeable conditions.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Procedure for Current DDS Employees who are Lateral Transfer Candidates and Applicants for Promotion within the DDS Employees Classification Series:

Interested and qualified candidates who meet the above requirements should submit a fully completed DDS Application for Lateral Transfer/Promotion and copies of their last two performance appraisals.

All application materials must be received by 11:59 p.m. on the closing date indicated above.

Incomplete application materials will not be considered

Send application materials to:

**Department of Developmental Services — West Region
Rowland Government Center, 4th Floor
55 West Main Street
Waterbury, CT 06702
Attn: Recruiter
Fax: 203-574-8857**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and consumers with disabilities.